



**Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334**

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 4/1/2019 **VisitType:** Monitoring Visit **Arrival:** 9:45 AM **Departure:** 12:40 PM

CCLC-39314

Little Folks Farm & Childcare

1392 GA Hwy. 56 East Lyons, GA 30436 Toombs County
(912) 565-0262 lam4_@hotmail.com

Regional Consultant

Connie Boatright
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Mailing Address

1378 Ga Hwy 56 E, 10
Lyons, GA 30436

Quality Rated: ★ ★

Compliance Zone Designation		
04/01/2019	Monitoring Visit	Good Standing
12/06/2018	Licensing Study	Good Standing
04/04/2018	Monitoring Visit	Good Standing

Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.

Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.

Support - Program performance is demonstrating a need for improvement in meeting rules.

Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.

Ratios/License Capacity

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	Room: A(Left)	Three Year Olds	1	12	C	11	NC	NA	NA	Centers
Main	Room: B(Right)	Infants and One Year Olds and Two Year Olds	1	10	C	13	C	NA	NA	Story,Floor Play,Free Play
Total Capacity @35 sq. ft.:			24		Total Capacity @25 sq. ft.: 0					
Total # Children this Date:			22		Total Capacity @25 sq. ft.: 0					

Building	Playground	Playground Occupancy	Playground Compliance
Main	Playground	38	C

Comments

This Monitoring Visit is the second regulatory visit for Little Folks Farm & Childcare this 2018 - 2019 fiscal year.

The consultant reviewed all staff files and finds that one staff member does not have a satisfactory comprehensive fingerprint criminal records clearance determination letter on file.

The center is renovating the playground area and adding square footage and fencing. The playground is temporarily closed until the fencing is complete. The consultant took measurements of the new fencing and will complete an amendment to add square footage once the playground fencing is complete and the consultant received a request for an amendment. from the center.

The center director stated no medication is administered, no field trips or routine transportation is provided.

Plan of Improvement: Developed This Date 04/01/2019

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

Lisa Williams, Program Official

Date

Connie Boatright, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.03 Activities

Not Met

Finding

591-1-1-.03(2) requires the Center to keep current lesson plans on site that reflect appropriate instruction practices and activities to support children's development. The Center shall have sufficient and varied play and learning equipment and materials to support the above program of activities in all developmental areas. It was determined based on the consultant's observation that lesson plans were available for both classrooms however the lesson plans are not according to GELDS standards as required.

POI (Plan of Improvement)

The center director will ensure that GELDS lesson plans are available in each classroom, as required by BFTS policy.

Correction Deadline: 4/11/2019

591-1-1-.12 Equipment & Toys(CR)

Met

Comment

A variety of equipment and toys were observed throughout the center.

591-1-1-.35 Swimming Pools & Water-related Activities(CR)

Met

Comment

Center does not provide swimming activities.

Facility

591-1-1-.06 Bathrooms

Met

Comment

Bathrooms observed to be clean and well maintained.

591-1-1-.19 License Capacity(CR) **Met**

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment

Please be mindful to keep items that pose a hazard inaccessible to children.

591-1-1-.26 Playgrounds(CR) **Met**

Comment

The playground is closed on this day as it is being remodeled for additional square footage. The Co-Owner stated all boards, nails, wire, power tools, etc. will be removed from the playground today and the children would not utilize the playground until the fencing is complete.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Met**

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR) **Met**

Comment

Staff were observed to remind children to wash hands.

591-1-1-.20 Medications(CR) **Met**

Comment

The center director stated no medication is administered.

Safety

591-1-1-.05 Animals **Met**

Comment

Animals maintained clean and appropriately caged.

591-1-1-.11 Discipline(CR) **Met**

Comment

Age-appropriate discussion and/or redirection observed.

Comment

Please be mindful of voice tone in redirecting children.

591-1-1-.13 Field Trips(CR) **Met**

Comment

Reminder to obtain CPR and First Aid cards / certificates.

591-1-1-.36 Transportation(CR) **Met**

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Met**

Correction Deadline: 12/6/2018

Corrected on 4/1/2019

.30(2) - The previous citation is observed to be corrected on this date.

Staff Records

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)

Not Met

Finding

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on the consultant's review of staff files and the staff statement that one staff member hired April 9, 2018 does not have a satisfactory comprehensive fingerprint criminal records clearance determination letter on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will [] to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will [] to ensure the CRC rules are maintained.

Correction Deadline: 4/2/2019

Finding

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on the consultant's review of staff files and the staff member's statement that one staff member hired April 9, 2018 does not have a satisfactory comprehensive fingerprint criminal records clearance determination letter on file.

POI (Plan of Improvement)

IMMEDIATE CORRECTION - The Center will [] to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will [] to ensure the CRC rules are maintained.

Correction Deadline: 4/1/2019

591-1-1-.33 Staff Training

Not Met

Finding

591-1-1-.33(3) requires each staff member with direct care responsibilities to complete health and safety training at the time of employment that will count toward required annual training: Staff employed prior to September 30, 2016 will complete the training by December 29, 2016 and Staff employed after September 30, 2016 will complete the health and safety training within the first 90 days of employment. It was determined based on the consultant's observation of all staff files and PDR that a employee hired April 9, 2018 has not completed Health & Safety and Orientation as required.

POI (Plan of Improvement)

The Center will develop and implement a plan to schedule and track this training for all employees based on their hire dates.

Correction Deadline: 4/11/2019

Recited on 4/1/2019

Finding

591-1-1-.33(4) requires all Staff who provide any direct care to children, except independent contractors, Students-in-Training and volunteers, to obtain ten (10) clock hours of training or instruction in child care issues from an accredited school or Department-approved source. At least six (6) of the clock hours must be divided as follows: four (4) clock hours of training in any of the following topics: disease control, cleanliness, basic hygiene, illness detection, illness disposition and childhood injury control and two (2) clock hours of training in identifying, reporting and meeting the needs of abused, neglected or deprived children. It was determined based on the consultant's review of all staff files and review of PDR that a employee hired April 9, 2018 has not completed 10 hours of initial training as required.

POI (Plan of Improvement)

The Center will plan and schedule training and follow up to ensure that direct care Staff complete the required hours of training in the required subjects.

Correction Deadline: 4/11/2019

Recited on 4/1/2019

591-1-1-.31 Staff(CR)

Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR)

Not Met

Finding

591-1-1-.32(1) requires the Center to maintain the required Staff:child ratios as follows: under 1 year or under 18 months if not walking = 1:6; 1 year and walking = 1:8; 2 years = 1:10; 3 years = 1:15; 4 years = 1:18; 5 years = 1:20; and 6 years and older = 1:25. A Center must establish groupings of children for care with maximum group sizes as follows: under 1 year = 12; under 18 months/not walking = 12; 1 year and walking = 16; 2 years = 20; 3 years = 30; 4 years = 36; 5 years = 40; and 6 years and older = 50. It was determined based on the consultant's observation and child head count that one staff member was present with one child the age of eight months, three children the age of one and six children the age of two.

POI (Plan of Improvement)

The Center will hire additional Staff or reschedule current Staff to meet required Staff:child ratios and will organize children into groups that meet requirements.

Correction Deadline: 4/2/2019

591-1-1-.32 Supervision(CR)

Met

Comment

Adequate supervision observed on this date.